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Flying Operations

T-37B AIRCREW TRAINING

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This instruction implements AFD 11-2, *Aircraft Rules and Procedures*, and AFI 11-202, Volume 1, *Aircrew Training*. It establishes the minimum Air Force standards for training and qualifying personnel performing duties in the T-37B aircraft. It does not apply to the Air National Guard. File a copy of all approved waivers with this instruction. **Attachment 1** contains a glossary of references and supporting information used in this publication.

Major commands (MAJCOM) will forward proposed MAJCOM-level supplements to this volume to HQ USAF/XOOT through HQ AETC/DOFV for approval prior to publication according to AFD 11-2, paragraph 4.2. After being approved and published, send copies of MAJCOM-level supplements to HQ USAF/XOOT, HQ AETC/DOFV, and the user-MAJCOM office of primary responsibility (OPR). Field units below MAJCOM level will forward copies of their supplements to their parent MAJCOM OPR for post-publication review. See paragraph **1.3** of this volume for guidance on submitting comments and suggesting improvements to this publication.

The Privacy Act of 1974 applies to certain information gathered pursuant to this instruction. The Privacy Act System Number F011 AF XO A, Air Force Operations Resource Management System (AFORMS), covers required information. The authority for maintenance of the system is 37 U.S.C. 301a, *Incentive Pay*; Public Law 92-204, Section 715, *DoD Appropriations Act for 1972, December 18, 1971*; Public Law 93-294, *Aviation Career Incentive Act of 1974, May 31, 1974*; Public Law 93-570, *Continuing Appropriations, 1975, February 28, 1975*; DoD Directive 7730.57, *Aviation Career Incentive Act and Required Annual Report, February 5, 1976*; and Executive Order 9397, *Numbering System for Federal Accounts Relating to Individual Persons, November 22, 1943*. The Paperwork Reduction Act of 1974 as amended in 1996 affects this instruction.

Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule* (will become AFMAN 33-322, Volume 4).

This instruction contains references to the following field (subordinate) level publications and forms which, until converted to departmental-level publications and forms, may be obtained from the respective MAJCOM publication office: AETCMAN 3-3, Volume 2, *Mission Employment – Primary Flying, T-37* (projected to be AFMAN 11-2XX, Volume 2).

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

Major changes update guidance on continuation training (paragraph 1.4.3.) and senior officer qualifications (paragraph 2.5.); add guidance on the functional check flight (FCF) program (paragraphs 1.8., 3.7.3., 4.7.); address handling interruptions to training (paragraph 2.1.2.); add authorization for T-37 first assignment instructor pilots scheduled to attend introduction to fighter fundamentals T-38 simulator and aircraft sorties (paragraph 2.7.); delete quarterly flying safety training and joint ethics training requirement; add life support and egress training requirements for flight surgeons (paragraph 3.4.1.2.); and add Buddy IP program guidance (paragraph 5.6.). The following forms are adopted: AF Form 8, **Certificate of Aircrew Qualification**; AF Form 847, **Recommendation for Change of Publication**; AF Form 4061 **Record of Training**; AFTO Form 781, **AFORMS Aircrew/Mission Flight Data Document**; and AETC Form 25C, **Functional Check Flight Standardization Record T-37 Aircraft**; AETC Form 202, **Aircraft Functional Check Flight Record**; and AETC Form 203, **Aircraft Functional Check Flight Log & Flight Order**.

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Chapter 1

GENERAL GUIDANCE

1.1. References and Supporting Information. See [Attachment 1](#).

1.2. Responsibilities. Supervisors at all levels are responsible for monitoring the progress of aircrew training to ensure timely progression through appropriate training phases and for identifying areas for which additional training is needed.

1.2.1. As the responsible agency for this instruction according to AFI 11-202, Volume 1, HQ AETC/DO will:

1.2.1.1. Host periodic conferences to review ground and flying training requirements and programs for applicable units. Conference participants will include the OPR and applicable MAJCOM representatives.

1.2.1.2. Process all change requests.

1.2.1.3. Determine training requirements.

1.2.1.4. Review subordinate unit supplemental guidance and supplemental training programs annually.

1.2.2. Wings and groups will:

1.2.2.1. Assist subordinate units in managing training programs, ensure programs meet unit needs, and provide necessary staff support.

1.2.2.2. Develop programs to ensure training objectives are met. Forward copies of unit training programs that expand upon the minimum guidelines of this instruction and subsequent changes to the appropriate MAJCOM for review.

1.2.2.3. Review programs and supplements annually.

1.2.2.4. Identify training shortfalls through appropriate channels.

1.2.3. Squadron commanders will:

1.2.3.1. Ensure adequate continuity and supervision of individual training needs, experience, and proficiencies of assigned and attached pilots.

1.2.3.2. Ensure review of training and evaluation records of newly assigned pilots and those completing formal training to determine the training required to achieve qualification and to ensure provisions of this instruction have been met.

1.2.3.3. Determine and certify missions and events in which individual pilots may participate (for example, letter of Xs).

1.2.3.4. Report end-of-cycle training deficiencies through the operations group (OG) to the appropriate MAJCOM.

1.2.3.5. Identify the levels of supervision required to accomplish the required training, unless specifically directed.

1.2.3.6. Assist the wing and group in developing the unit training programs.

1.2.4. Flight commanders will:

1.2.4.1. Monitor individual assigned or attached pilot currencies and requirements.

1.2.4.2. Ensure pilots only participate in sorties, events, and tasks for which they are adequately prepared, trained, and current.

1.2.5. Individual pilots will:

1.2.5.1. Hand-carry all available training records to assist the gaining unit in assessing qualifications and training requirements.

1.2.5.2. Be responsible for completing training requirements and currencies within the guidelines of this instruction.

1.2.5.3. Ensure they participate only in ground and flying activities for which they are qualified and current unless the activity is part of an upgrade syllabus leading to qualification.

1.3. Recommended Changes and Waivers. Submit suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, to the parent MAJCOM through standardization/evaluation (stan/eval) channels. Parent MAJCOMs will forward approved recommendations to HQ AETC/DOFV. In accordance with (IAW) AFPD 11-2, paragraph 2.4.1, HQ USAF/XO is approval authority for changes and revisions to this instruction; MAJCOM DO is waiver authority. Submit waiver requests in message or memorandum format.

1.4. Phases of Training:

1.4.1. Initial Qualification Training (IQT). This training is necessary to qualify pilots for their primary mission in the T-37B aircraft. This may include qualification to first pilot (FP) or instructor pilot (IP). In this phase, upgrades to FP or IP will only be accomplished with a MAJCOM-approved syllabus.

1.4.2. Mission Qualification Training (MQT). This training is necessary to qualify pilots to the specific unit or local area requirements.

1.4.3. Continuation Training (CT). CT sorties are flown to increase IP instructional skills, enhance basic flying skills, and meet currency requirements. These sorties also allow inexperienced IPs to learn and refine techniques while flying with experienced IPs. To maximize the objective of CT sorties, most of the CT sorties should be scheduled and flown dual instead of solo. All OG and squadron (SQ) commanders will develop procedures that address instructor solo CT scheduling, SQ supervisor review of mission profiles, and mission requirements.

1.4.3.1. Experienced or Inexperienced Designation. SQ commanders will designate instructors and aircrew members as "experienced" or "inexperienced."

1.4.3.1.1. Experienced Pilots. T-37B pilots who have been certified as mission ready (MR) and have 150 rated hours of primary flight time in the aircraft and 600 hours of total rated time or 250 rated hours in the aircraft and 450 hours total rated time will be designated experienced after SQ commander certification. The wing (WG) commander, vice WG commander, OG commander, deputy OG commander, SQ commander, and SQ operations officer (DO) are designated as experienced pilots for the purposes of this instruction.

1.4.3.1.2. Inexperienced Pilots. Pilots who do not qualify as experienced or who are not certified as such by the SQ commander are considered inexperienced. Pilots designated as inexperienced will progress through a program managed by the flight commander to develop sound flying and instructional skills. Flight commanders will tailor each program based on the new instructor's past flying experience and performance at pilot instructor training (PIT). **NOTE:** No time limit is established to transition from inexperienced to experienced.

1.4.3.2. CT Meetings. Commanders will direct and supervise quarterly CT meetings for aircrew members. The purpose of these meetings is to discuss standardization, mission-related topics, instructional techniques, grading practices, and to increase general knowledge. A cockpit/crew resource management (CRM) topic or scenario should be discussed in each CT meeting referring to CRM core concepts from AFI 11-290, *Cockpit/Crew Resource Management Training Program*.

1.5. Training Concepts and Procedures:

1.5.1. Commanders will ensure training programs are designed to achieve the highest degree of qualifications consistent with flight safety and resource availability. This instruction provides training guidelines and procedures to be used in applicable flying and operations publications.

1.5.2. Unless specifically directed, the SQ commander determines the level of supervision required to accomplish in-flight training. If the mission objectives include introduction to tasks or instruction to correct previous discrepancies, an IP may be required. If mission objectives require direct supervision, then a SQ supervisor may be warranted.

1.5.3. IPs and flight lead (FL) qualified SQ supervisors may allow any pilot to lead limited portions of a mission if appropriately briefed. Only use this provision to allow a pilot to practice events in which he or she is already qualified or to help determine if the pilot is ready for an upgrade program. In either case, the IP or SQ supervisor is responsible for the flight.

1.5.4. This instruction and AFI 36-2201, *Developing, Managing, and Conducting Training*, govern all required ground and ancillary training for T-37B pilots.

1.5.5. Units will complete training requirements during the appropriate training cycle except where specifically exempted. The pilot training cycle is 12 months: 1 January through 31 December.

1.6. Training Records and Reports. Units will maintain pilot records for individual training and evaluations IAW AFI 11-202, Volume 1, and AFMAN 37-139. Units will:

1.6.1. Maintain formal course or equivalent training records for assigned and attached pilots.

1.6.2. Prepare and forward training reports IAW MAJCOM directives.

1.6.3. Maintain flying and ground training records IAW AFI 11-202, Volume 1, and this instruction. Use the forms specified in AFI 11-202, Volume 1, to document aircrew training in AFORMS.

1.6.4. Track the following information for all pilots (as applicable):

1.6.4.1. Ground training.

1.6.4.2. Sortie requirements by 30/60/90 day and cumulative totals.

1.6.4.3. Track event requirements and accomplishments by cumulative total for the training cycle.

1.6.4.4. Currencies.

1.7. Pilot Utilization Policy:

1.7.1. Commanders will ensure that wing pilots fill only authorized positions IAW unit manning documents (UMD) and that pilot status is properly designated. The overall objective is that pilots perform operations-related duties. Supervisors may assign pilots to valid, short-term tasks (escort officer, flying evaluation board [FEB] member, mishap board member, etc.), but must continually weigh the factors involved, such as level of pilot tasking, flying proficiency, currency, and experience.

1.7.2. The following duties will not be assigned to pilots at the SQ level: Air Force Innovative Development through Employee Awareness (IDEA) Program monitor, weapons or explosive safety manager, operations security (OPSEC) monitor, campaign (Combined Federal Campaign [CFC], etc.) manager, building custodian, unit communications security (COMSEC) program monitor, disaster preparedness monitor, enlisted career advisor, functional area documentation manager, fund/campaign manager, unit ground safety program monitor, information officer, resource advisor, cost center manager, records management program monitor, wing or SQ quality officer, Freedom of Information Act monitor, Privacy Act officer, security manager, telephone control monitor, vehicle control monitor, voting advisor, enlisted advisory council representative, human resources counsel representative, SQ executive officer, unit historian, weight and body fat management program monitor, small computer program monitor, and base duties. However, OG commanders may authorize assigned pilots to perform the above duties.

1.7.3. Duties required by various publications that may be assigned to aircrew position indicator (API)-1 pilots are weapons and tactics officer, programmer, flying safety officer, supervisor of flying (SOF), mobility/contingency plans, training (except AFORMS documentation), standardization/evaluation liaison officer (SELO), SQ life support officer, electronic combat officer, and other duties directly related to flying operations. API-1s will not be attached to wing staffs or man wing staff positions unless total wing pilot API-1/6 manning is 100 percent or better. Commanders will ensure wing staff pilots (API-6s) perform duties justified in MAJCOM manpower standards documents and authorized in UMDs.

1.8. Functional Check Flight (FCF) Program. The OG commander will designate one FCF pilot as the chief of the FCF section, one pilot as the lead T-37 FCF pilot, and will determine the number of additional duty FCF pilots required. The chief of the FCF section and the lead T-37 FCF pilot will be assigned to the OG and work closely with maintenance quality assurance personnel. The chief has primary responsibility for supervising and scheduling the aircraft FCF program IAW TO 1-1-300, *Acceptance/Functional Check Flights and Maintenance Operational Checks*, and TO 1T-37-6CF-1, *Functional Check Flight Procedures*. Squadron assigned additional duty FCF pilots and FCF instructors will be appointed by memorandum from the OG commander.

1.8.1. Chief FCF Section Responsibilities:

1.8.1.1. Supervise and administer the wing aircraft FCF program IAW policy and procedures.

1.8.1.2. Maintain an FCF operational information file (OIF) in the FCF briefing areas. The FCF OIF will not duplicate the flight crew information file (FCIF).

1.8.1.3. Develop an FCF CT program for FCF techniques and procedures to include seminars and flights. The objective is to ensure FCF crews maintain a high level of proficiency and knowledge of maintenance requirements to produce a quality aircraft for mission accomplishment.

1.8.1.4. Ensure CT requirements are met by assigned and attached FCF pilots.

1.8.1.5. Act as a liaison member of the wing stan/eval division.

1.8.1.6. Designate FCF pilots as engine run-up evaluators and monitors IAW AFI 11-218, *Aircraft Operation and Movement on the Ground*.

1.8.1.7. Ensure local flight clearance is coordinated between FCF section and air traffic control agencies.

1.8.1.8. Maintain AETC Form 202, **Aircraft Functional Check Flight Record**, and AETC Form 203, **Aircraft Functional Check Flight Log and Flight Order**, for recording FCFs and as a local flight clearance record.

1.8.1.9. Appoint a foreign object damage (FOD) prevention program officer.

1.8.2. FCF Pilot Requirements. FCF pilots will be selected from highly qualified wing IPs. Pilots selected must have a minimum of 750 total flying hours and 200 IP/FP hours in the T-37 or 650 total hours and 300 IP/FP hours in the T-37.

1.8.3. FCF IP Requirements. Pilots selected to be an FCF IP must have at least 4 months of experience conducting FCFs. FCF IPs will train new FCF pilots and administer FCF standardization check flights IAW local unit training programs.

1.9. Sortie Allocation Guidance:

1.9.1. T-37B sortie/event requirements are depicted in **Chapter 3**, paragraph **3.3**.

1.9.2. Inexperienced API-1 pilots will receive sortie allocation priority over experienced pilots. Priorities for sortie allocation in formal syllabus training are as follows:

1.9.2.1. API-1 continuation training.

1.9.2.2. API-2 continuation training (if applicable).

1.9.2.3. API-6 continuation training.

1.9.2.4. API-8 continuation training or upgrade training.

1.9.2.5. Flight surgeon (FS) flying requirements.

1.9.2.6. Incentive flights.

1.9.3. API-8 flying authorizations and FS requirements will be IAW AFI 11-401, *Flight Management*, and AFI 11-202, Volume 1, as supplemented.

Chapter 2

INITIAL QUALIFICATION TRAINING (IQT)

2.1. General:

2.1.1. This chapter outlines the IQT program for the T-37B. Upon completion of the IQT program, pilots will be qualified IAW AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*, and AFI 11-2T-37, Volume 2, *T-37B Aircrew Evaluation Criteria*.

2.1.2. Except for unusual circumstances, aircrew members undergoing IQT will receive ground and flight instruction with a minimum of interruption and complete training within the time specified by the syllabus. Failure to complete training within the specified time limit requires notifying the gaining WG commander with pilot's name, grade, reason for delay, planned actions, and estimated completion date.

2.2. Prerequisites. Course prerequisites will be in accordance with the appropriate formal course syllabus.

2.3. Ground Training. Ground training will follow the syllabus flow, but may be tailored to the local conditions and individual's background and experience.

2.4. Flying Training:

2.4.1. Pilots in IQT will fly under IP supervision until completing the qualification checkride.

2.4.2. Formal course syllabus mission objectives and tasks are minimum requirements for IQT. Additional training due to student nonprogression is available within the constraints of the formal course syllabus.

2.5. IQT for Senior Officers. Senior officers (colonel selectees and above) must meet course entry prerequisites and will complete all syllabus requirements unless waived IAW the syllabus.

2.5.1. General Officers. Individuals occupying general officer operational and indoctrination flying positions will comply with the guidance provided in AFI 11-401 and AFI 11-202, Volume 2. In addition, the following restrictions apply:

2.5.1.1. General officer flying training wing commanders will be fully qualified IPs and have completed AF Forms 8, **Certification of Aircrew Qualification**, according to the requirements of AFI 11-401 and AFI 11-202, Volume 2. The 19 AF commander (19 AF/CC) may be a fully qualified IP. General officers in command billets may fly without an IP in their primary aircraft if they are current and qualified. (Other general officers and those maintaining basic qualifications or less must fly with an IP.)

2.5.1.2. General officer indoctrination fliers will accomplish the following initial checkout:

2.5.1.2.1. Review the flight manual with an IP.

2.5.1.2.2. Complete egress or ejection seat training IAW AETCI 11-301, *AETC Aircrew Life Support (ALS) Program*.

2.5.1.2.3. Complete one instrument flight simulator or trainer mission with an IP. The simulator is the preferred method. However, a cockpit procedures trainer or aircraft cockpit review may be used provided crew coordination, proper checklist use, normal and emergency procedures applicable to aircrew position, operation of aircraft equipment, and basic aircraft characteristics are emphasized.

2.5.1.3. General officer indoctrination fliers will complete an annual ground training program to include review of aircraft systems, emergency procedures, and egress and ejection seat training IAW AETCI 11-301. They are exempt from other annual flying requirements.

2.5.1.4. Initial and annual training will be documented in the flight evaluation folder.

2.5.2. Flying Training Wing Key Personnel:

2.5.2.1. Senior leaders (WG commanders, WG vice commanders, OG commanders, and deputy OG commanders) will complete the initial instructor qualification checkout program.

2.5.2.2. WG commanders, vice WG commanders, OG commanders, and deputy OG commanders may be dual qualified (that is, IP qualified in one type aircraft, FP qualified in another).

2.5.2.3. WG commanders will ensure equal representation of senior leaders in all wing aircraft types by selecting primary and secondary aircraft (IP/FP) qualification for each senior leader for approval by 19 AF/CC. The OG commander will be flight examiner (FE) qualified in the primary aircraft.

2.5.2.4. Wing flying safety officers (FSO) will maintain IP qualification in their primary mission aircraft. There will be at least one FSO for each primary mission aircraft.

2.6. Flight Surgeon:

2.6.1. Ground Training. Flight surgeons (FS) with a T-37B flying requirement who are assigned to units and have not previously flown in the T-37B will accomplish the following before the initial flight briefing:

2.6.1.1. Aircraft general review.

2.6.1.2. Crew resource management training IAW AFI 11-290.

2.6.1.3. Hanging harness training (as applicable).

2.6.1.4. Egress training.

2.6.1.5. Protective equipment training.

2.6.1.6. An instrument and emergency procedure (EP) review with an instructor.

2.6.1.7. An annual FS written examination. The OG, Stan/Eval Branch (OGV), is OPR for development and administration. The examination will be a minimum of 20 questions from the master question file (MQF) with 85 percent minimum required for passing.

2.6.2. Flight Training. The first flight in the unit-assigned aircraft will be with an IP and may be flown in conjunction with other training sorties. The briefing and sortie will emphasize crew coordination, communications and equipment, instrument interpretation, and the aircraft's performance envelope.

2.7. T-38 Lead-In Training for T-37 First Assignment Instructor Pilots (FAIP). T-37 FAIPs selected for assignment to combat air force (CAF) units are authorized T-38 familiarization training at home wings before attending Introduction to Fighter Fundamentals (IFF). This training will normally consist of six T-38 aircraft sorties and two simulators. Before flying the first aircraft sortie, T-37 FAIPs will complete a self-paced systems review, workbook, or computer-based training (CBT) course as determined locally and T-38 egress training as well as normal and emergency procedures training in the simulator. Aircraft sortie emphasis should focus on contact, instrument, and formation categories. All training will be conducted from the front seat and a grade sheet appropriate to the familiarization category will be used to document progress and potential problem areas for each sortie. An overall grade of no grade (NG) will be assigned to each mission. In addition to familiarization training sorties, sandbag sorties are authorized. Members will establish training records that will be hand-carried to IFF training units. The OG commander can authorize additional aircraft or simulator sorties based on individual needs.

Chapter 3

REQUIREMENTS AND CURRENCIES

3.1. General. This chapter outlines ground and flying training requirements for T-37B pilots.

3.2. Ground Training. Ground training accomplished during IQT may be credited toward CT requirements for the training cycle in which it was accomplished. [Table 3.1.](#) outlines ground training requirements. The following programs comprise ground training only:

- 3.2.1. Physiological training IAW AFI 11-403, *Aerospace Physiological Training Program*; as supplemented.
- 3.2.2. Instrument refresher course (IRC) IAW AFI 11-202, Volume 2, and AFMAN 11-210, *Instrument Refresher Course (IRC) Program*.
- 3.2.3. Survival and life support training IAW AFI 11-301, *Aircrew Life Support (ALS) Program*; AFI 36-2209, *Survival and Code of Conduct Training*; applicable supplements; and applicable life support publications. All T-37B pilots must accomplish T-37B egress, ejection, hanging harness, wet drill, personal survival equipment, and local/deployment survival training. Portions of this training may be in conjunction with primary mission design series (MDS) training.
- 3.2.4. Ancillary training, which is required for all Air Force personnel. There are three ancillary training categories: functional training (category I), general training (category II), and awareness programs training (category III). See [Table 3.1.](#) for the required frequency of this training. Failure to accomplish this training does not affect qualification status except as noted in [Table 3.1.](#) and does not require professional quality index (PQI) action. **NOTE:** Categories I and II must be documented; category III does not have to be documented.
- 3.2.5. CRM. Units will ensure pilots attend CRM training. Training will build upon the basic cockpit/crew management skills taught in joint specialized undergraduate pilot training (JSUPT) and the formal training unit (FTU). This is a yearly requirement and should be tracked in AFORMS. Failure to attend CRM training results in grounding (waiverable by the OG commander). Dual-qualified pilots will accomplish CRM in their primary aircraft. Briefings and debriefings will include the core curriculum of CRM training IAW AFI 11-290 and applicable MAJCOM guidance.

3.3. Flying Training. All pilots will accomplish the sortie/event requirements as shown in [Table 3.2.](#), [Table 3.3.](#), and [Table 3.4.](#) Individuals who maintain IP qualification in one aircraft and FP qualification in another will meet CT requirements for the aircraft in which they instruct. Dual-qualified aircrew members must complete at least 50 percent of their requirements in their primary aircraft. In addition, the following are required:

- 3.3.1. Qualification evaluation IAW AFI 11-202, Volume 2, and AFI 11-2T-37, Volume 2.
- 3.3.2. Mission evaluation IAW AFI 11-202, Volume 2, and AFI 11-2T-37, Volume 2, if performing instructor and or mission duties.
- 3.3.3. Currencies IAW this instruction.

Table 3.1. Pilot Ancillary/Ground Training.

I T E M	A	B	C	D
	Subject	Frequency	Reference Directive	Grounding
Category I—Functional Training				
1	Physiological Training (altitude chamber)	Every 5 years	AFI 11-403	Yes
2	Instrument Refresher Course	Prior to instrument examination	AFI 11-202, Volume 2	Yes
3	Life Support Equipment Training, LS06	Annually	AFI 11-301 and MAJCOM directives	Yes
4	Life Support Egress Training (ejection), LS07	Annually	AFI 11-301 and MAJCOM directives	Yes
5	Life Support Personal Descent Training (ejection), LS09	Annually	AFI 11-301 and MAJCOM directives	Yes
6	Life Support Local Area Survival, LS01	One time	AFI 11-301 and MAJCOM directives	Yes
7	Emergency Procedures Simulator	Semiannually	AFI 11-2T-37, Volume 1	Yes
8	BOLDFACE Examination	Monthly	AFI 11-2T-37, Volume 1	Yes
9	Crew Resource Management Training	Annually	AFI 11-2T-37, Volume 1, and AFI 11-290	Yes
Category II—General Training				
10	Self-Aid and Buddy Care Training	Initial, then every 2 years	AFI 36-2238	No
11	Life Support Water Survival Training (wet drills), LS03	Every 3 years	AFI 11-301 and MAJCOM directives	No
12	Social Actions Training	Initial, then every 4 years	AFI 36-2701 and AFD 36-27	No
13	Supervisor Safety Training	One Time	AFI 91-301	No
Category III—Awareness Program Training				
14	Law of Armed Conflict (LOAC) Training	Annually	AFI 51-401 and AFD 51-4	No

Table 3.2. Minimum Quarterly and Semiannual T-37B Sortie Requirements.

I T E M	A	B	C	D
	Mission	AFORMS Identifiers	Number Required (Experienced/ Inexperienced)	
			Quarterly	Semiannually
1	Contact	PC37	1/2	
2	Formation	PF37	1/2	
3	Instrument	PI37	1/2	
4	Low Level	PL37	0/1	1/2
5	Navigation	PN37		2/4
6	Night Sortie	SI37		2/2 (notes 1 and 2)
7	Emergency Procedures Simulator	EP37	0/1	1/2

NOTES:

1. HQ AETC/IG, 19 AF FEs, and 12 FTW aircrew members will fly a minimum of one night sortie semiannually. Only required if aircrew member is maintaining night qualification.
2. Night requirements may be logged on any night sorties.

Table 3.3. Minimum Quarterly T-37B Event Requirements.

I T E M	A	B	C
	Event	AFORMS Identifiers	Number Required Quarterly (Experienced/Inexperienced)
1	Normal Pattern/Landing	SN37	1/1
2	SE Pattern/Landing	SE37	1/1
3	No-Flap Pattern/Landing	SF37	1/1
4	Spin	SP17	1/1
5	Spin Prevent	SP37	1/1
6	Power-On Stalls	PO37	1/1
7	Recoveries	SR37	1/1
8	Traffic Pattern Stalls	ST37	1/1
9	Night Landing	LI37	2 (Semiannually)
10	Formation/Interval Takeoff	FI37	1/2
11	Formation Landing	FW37	1/2
12	Nonprecision Approach	A237	1/2
13	Precision Approach	A337	1/2
14	SE Nonprecision Approach	A437	1/1
15	SE Precision Approach	A537	1/1
16	Circling Approach	A637	1/1

Table 3.4. Minimum Annual T-37B Flying Training Requirements.

I T E M	A	B	C	D
	Event	IP	Pilot	Flight Surgeon
1	Total Sorties (note)	84	48	12
2	Student Instructional Sorties	60		
3	Precision Approaches	12	12	
4	Nonprecision Approaches	12	12	
5	Total Landings	24	24	

NOTE: The WG commander and vice WG commander will fly, as a minimum, at least one half the total sorties required for their primary aircraft. Some of these sorties must be instructional.

3.4. Special Categories:

3.4.1. Flight Surgeon:

3.4.1.1. FS flying rates and requirements are IAW AFI 11-202, Volume 1.

3.4.1.2. FSs will accomplish life support and egress training annually IAW AETCI 11-301. Followed by a closed-book examination that must be passed with a minimum score of 85 percent corrected to 100 percent. This training will be accomplished in the 5-month period before the last day of the expiration month.

3.4.2. Higher Headquarters (HHQ) API-8 Pilots. HHQ personnel (for training other than that conducted in support of a formal inspection) must coordinate with the supporting unit as follows:

3.4.2.1. Ensure appropriate AFORMS data is maintained and provided according to AFI 11-401.

3.4.2.2. Units will review HHQ assigned pilot accomplishments and currencies before authorizing them to fly.

3.4.2.3. Pilots will submit qualification and authorization documentation to the supporting SQ commander or operations officer before flying with that squadron.

3.4.2.4. Units will evaluate the demands of each mission scenario and ensure HHQ assigned pilot ability and proficiency will not be exceeded.

3.4.3. FCF Pilots. FCF pilots will fly a minimum of six FCF flights per calendar half. If an FCF is flown dual, it may be counted as an FCF flight for both pilots provided a proportionate number of test items is accomplished by each pilot. FCF pilots who fail to meet these requirements are classified as FCF noncurrent and decertified. To be recertified, the pilot must review the FCF OIF, pass a ground evaluation, and fly an FCF standardization check on a full FCF profile.

3.5. Currency. If a pilot loses a currency, he or she may not perform that sortie or event except for the purpose of regaining currency.

3.5.1. Basic Proficiency. Pilots will maintain currency and perform required evaluations according to AFI 11-202, Volumes 1 and 2 (and applicable supplements), and AFI 11-2T-37, Volume 2.

3.5.2. Instrument Approach Currency. Experienced IPs in T-37B aircraft will accomplish at least one instrument approach every 90 days. Inexperienced IPs will accomplish at least one instrument approach every 60 days. Guidance in AFI 11-202, Volumes 1 and 3 (and applicable supplements), applies. Currency may be regained by flying an approach with an approach-current IP.

3.5.3. Landing Currency. Pilots must accomplish a landing once every 45 days to maintain currency in the aircraft. Pilots who have not accomplished a landing in 46 to 90 days may regain currency by accomplishing at least three satisfactory landings with a landing-current IP.

3.5.4. Formation Currency. Pilots must fly a formation sortie at least once every 120 days to maintain formation currency. Currency may be regained by flying with a formation-current IP.

3.5.5. Spin Currency:

3.5.5.1. Each new IP receives at least one spin demonstration flight 4 to 8 months following the date of the instructor memorandum. Additional spin sorties may be flown as desired by the individual IP or as required locally. Record training on AF Form 4061, **Record of Training**.

3.5.5.2. To maintain spin currency, T-37B pilots must perform a spin recovery at least once every 60 days. In addition, T-37B pilots must attend an annual spin seminar in the first quarter of each calendar year. Pilots who have not attended the seminar by 31 March lose their spin currency and are grounded until they receive a makeup seminar from a qualified spin pilot.

3.5.5.2.1. Pilots assigned to the wing after 31 March of the calendar year are exempt from the annual spin seminar for that calendar year.

3.5.5.2.2. Pilots attending PIT at Randolph AFB TX during the calendar year are exempt from the annual spin seminar for that calendar year.

3.5.5.3. When spin currency is lost, pilots and IPs not current in spins will not fly area contact sorties or formation sorties when an offset or extended trail is flown.

3.5.5.4. To regain spin currency, pilots must perform spin prevention and spin recovery with a spin-current IP.

3.6. Recurrency. Recurrency is required whenever a pilot exceeds a currency requirement in this instruction. Overdue training requirements must be satisfied before the pilot is qualified to perform applicable tasks. Training identified as not affecting qualification status does not require regression although it may result in grounding until training is completed (for example, life support training). Unless otherwise specified, supervisory requirements pertaining to recurrency may be satisfied in the flight position that offers the best control of the mission, as determined by the SQ commander.

3.7. Landing/Sortie Recurrency. Loss of landing/sortie currency requires the following action (timing starts from last landing):

3.7.1. For 46 - 90 Days. Regain landing currency by accomplishing at least three satisfactory landings with a landing-current IP.

3.7.2. For 91 - 135 Days. Same as paragraph [3.7.1.](#), plus an instructor-supervised emergency procedure and instrument review session (normal and emergency procedures; and instrument procedures).

3.7.3. For 136 - 225 Days. Same as paragraphs [3.7.1.](#) and [3.7.2.](#), plus recurrency flight and qualification written examinations and EP evaluation (EPE). AF Form 8 documentation is not required.

3.7.4. For 226 or More Days. Same as paragraphs [3.7.1.](#), [3.7.2.](#), and [3.7.3.](#), plus a locally administered qualification program approved by the OG commander including an instrument and qualification evaluation.

3.8. Loss of IP Status:

3.8.1. IPs will be decertified if they fail a:

3.8.1.1. Flight evaluation. To regain IP status, the IP must successfully complete a flight evaluation IAW AFI 11-202, Volume 2.

3.8.1.2. Qualification or instrument written examination. To regain IP status, the IP must successfully reaccomplish the written examination.

3.8.2. If an IP becomes noncurrent in an event or sortie, IP status may be retained, but the IP will not instruct in that event or sortie until the required currency is regained. Supervision by an IP is required to regain currency.

3.9. Annual Training Requirements. Pilots who fail to complete annual sortie or event requirements at the end of the training cycle may need PQI action IAW AFI 11-401. Additional training may be required, depending on the type and magnitude of the deficiency. An OG commander review is required before the pilot can fly in the new training cycle. **NOTE:** Refer to paragraph [3.10.](#) for proration guidance.

3.9.1. Failure to meet total sortie and event requirements may be cause for PQI action only. The OG commander will determine if additional training is required. 19 AF/DO is reviewing and waiver authority for 19 AF FEs.

3.9.2. Squadron operations officers will develop profiles for all required CT sorties. Profiles will detail the minimum events and currency items that will be accomplished (for example, contact: aircraft handling characteristics, traffic pattern stalls, normal and emergency pattern and landings, etc.) on the CT sortie.

3.10. Proration of End-of-Cycle Requirements. At the end of the training cycle, the SQ commander may prorate training requirements for duty not involving flying (DNIF), emergency leave, nonflying temporary duty (TDY), nonflying exercises, or mandatory training required for civilian employment (AFRC). The following guidelines apply:

3.10.1. Only prorate to adjust for genuine circumstances of training nonavailability—not to mask training or planning deficiencies.

3.10.2. Proration is based on consecutive days of nonflying in the training cycle and can be applied separately for each period of nonflying. Use [Table 3.5.](#) to determine the number of months to be prorated based on each period of consecutive calendar days of nonflying.

3.10.3. If IQT is reaccomplished, a pilot's training cycle will start over at a prorated share following completion of IQT.

3.10.4. Prorated numbers resulting in fractions of less than 1/2 will be rounded to the next lower whole number. However, no requirement may be prorated below one.

3.10.5. Newly assigned or converted pilots and pilots achieving qualification after the 15th of the month are considered to be in CT on the first day of the following month for proration purposes. Events and sorties for the remainder of the training cycle may be prorated.

Table 3.5. Proration Allowance.

I T E M	A	B
	Consecutive Days of Nonflying	Months of Proration
1	0-15	0
2	16-45	1
3	46-75	2
4	76-105	3
5	106-135	4
6	136-165	5
7	166-180	6

Chapter 4

T-37B CONTINUATION TRAINING (CT)

4.1. Egress Training. Emergency ground egress training will be administered to all aircrew members according to AFI 11-403 and AFI 11-301.

4.2. Currency and Qualification Criteria. The following provides criteria for requalifying IPs. JSUPT, ENJJPT, and PIT instructors who have not performed inflight instructor duties for:

4.2.1. A period up to 225 days refer to paragraph 3.7. and [Table 3.2.](#) and [Table 3.3.](#)

4.2.2. A period of 226 days to 2 years may complete a locally generated upgrade at the discretion of the OG commander. An individual upgrade recurrency program will be developed taking into account the pilot's previous experience and currency. Send a copy of the proposed training to 19 AF/DO for approval. Highly experienced IPs will conduct the flying training. An instrument or qualification evaluation and an instructor flight evaluation will be completed for recertification.

4.2.3. A period of 2 years to 5 years must complete the appropriate requalification syllabus.

4.2.4. More than 5 years must complete the appropriate PIT syllabus.

4.3. Annual EP/CRM Training:

4.3.1. All pilots will maintain EP/CRM mission currency. Accomplish the mission in the simulator (procedural trainer for the 80 FTW with a certified simulator instructor [CSI]). If no CSI is available, a T-37B IP may administer the simulator. IPs may take credit for an EP/CRM simulator when administering the simulator. If semiannual requirements are not met, pilots will not fly until currency is reestablished by completing the remaining requirements. IPs attached to the 559 FTS may accomplish this requirement during missions flown with a T-37B FP. Both crewmembers (IP/IP or IP/FP) may apply this mission to currency requirements.

4.3.2. Use the simulator EP/CRM instructor guide when administering the simulator. Emphasize all critical and selected noncritical action emergencies. At least one CRM practice scenario will be briefed, accomplished, and debriefed using CRM core concepts from AFI 11-290 on each EP/CRM simulator sortie.

4.3.3. Pilots must attend an academic CRM refresher each calendar year. Track this training in AFORMS.

4.4. CT Sortie and Event Requirements. Sorties and events covered by CT are comprehensive and ensure IP currency and proficiency to meet mission demands. Individuals who maintain IP qualifications in one aircraft and FP qualifications in another are expected to meet CT requirements for the aircraft in which they instruct and must complete at least 50 percent of their requirements in their primary aircraft.

4.4.1. Failure to Maintain Quarterly Sortie or Event Requirements. If an instructor fails to maintain quarterly sortie or event requirements, the squadron commander will review the instructor's status to determine if additional training is required. 19 AF/DO is the reviewing authority for 19 AF FEs.

4.4.2. Minimum Flying Requirements. The requirements specified in [Table 3.2.](#), [Table 3.3.](#), and [Table 3.4.](#) are the minimum considered necessary to maintain basic proficiency.

4.4.3. Circling Approaches. Circling approaches may be logged at the termination of an instrument approach or by using a low closed pattern at the home or auxiliary field if local procedures are established.

4.4.4. Solo Sorties. CT sorties should be flown dual to the maximum extent possible; however, IPs may apply up to eight solo sorties toward annual proficiency sortie requirements in any category except instrument sorties flown exclusively in visual meteorological conditions (VMC). Approaches flown solo in the weather count toward annual requirements. IPs will not fly solo low-level navigation sorties; however, they may perform touch-and-go landings and are authorized to perform maneuvers described in AFI 11-2T -37, Volume 3, *T-37 Operations Procedures*.

4.4.5. Logging Proficiency Sorties. Only one IP in the aircraft may log a proficiency sortie; however, the other pilot may log events accomplished for currency if the pilots share the flying time. **EXCEPTION:** Any experienced IP flying with another experienced IP may dual log instrument and navigation sorties.

4.4.6. Requirements to Log Events:

4.4.6.1. Event requirements may be accomplished with student instructional training when the instructor demonstrates the maneuver or event.

4.4.6.1.1. Instrument approaches can be updated on student sorties only when flown at night or in the weather.

4.4.6.1.2. Both instructors may log night sorties.

4.4.6.2. Maneuvers will be performed according to AETCMAN 3-3, Volume 2, *Mission Employment—Primary Flying*, T-37B (projected to be AFMAN 11-2XX).

4.4.6.3. For the following events with more than one maneuver, log an event after performing a minimum of:

4.4.6.3.1. Power-on Stalls. Perform two stalls (combination of straight/turning and high/low).

4.4.6.3.2. Traffic Pattern Stalls. Perform a full set (including the break stall).

4.4.6.3.3. Recoveries from Abnormal Flight. Perform two of the following recoveries: nose-low, nose-high, and inverted recovery.

4.4.6.4. Formation takeoff, interval takeoff, and formation landings may be logged from the lead or wing position.

4.5. T-37B Spin Program:

4.5.1. Only certified spin IPs conduct spin training. Each flying training wing is authorized a maximum of three spin IPs. **EXCEPTION:** The 12 FTW and 80 FTW are authorized additional spin IPs as necessary to accomplish the mission.

4.5.2. Squadron spin pilots will normally be stan/eval FEs. In special circumstances, OG commanders may designate highly experienced T-37B IPs as spin IPs. (If so, notify 19 AF/DOU.)

4.5.3. Certified spin IPs must accomplish a spin demonstration sortie once every 60 days. To regain currency, the pilot must accomplish a spin demonstration sortie with a current spin pilot.

4.6. FCF Training. Aircrew receiving initial FCF certification will complete a local checkout program that covers as a minimum: AFI 11-401; AFI 13-201, *Air Force Airspace Management*; TO 1-1-300; TO 1T-37-6CF-1; and local FCF procedures. Pilots will fly a representative sample of FCF profiles as a trainee before being designated a "qualified" FCF pilot. Upon completion of the training program, the FCF IP will complete an AETC Form 25C, **Functional Check Flight Standardization Record, T-37 Aircraft.**

4.7. Training Documentation:

- 4.7.1. Maintain a training folder for each aircrew member.
- 4.7.2. Record each flight and ground training event in the training folder.
- 4.7.3. Retain the training folder according to AFMAN 37-139.

4.8. Sample T-37B Letter of Xs. See [Table 4.1](#).

Table 4.1. Sample T-37B Letter of Xs (Squadron Aircrew Qualifications).

[illegible]

Chapter 5

MISSION QUALIFICATION TRAINING (MQT)

5.1. Overview:

5.1.1. MQT is the beginning of the local IP upgrade process. It is during MQT that skills learned at PIT are reinforced in the local flying environment. All new IPs will fly a local familiarization sortie prior to the specific category rides required for MQT. This sortie will allow the new IP to absorb as many of the local idiosyncrasies as possible before concentrating on required category rides. IPs in MQT will fly with assistant flight commanders and above, check pilots, or IPs designated by the squadron commander.

5.1.2. Before performing instructor duties in any category of training, IPs will complete sorties in transition, out-and-back navigation, and low-level navigation. These sorties may be combined when applicable, providing all training objectives are met. These sorties will include normal operations and emergency situations in the local area such as diversions, single runway operations, and emergency airfields.

5.2. Documentation. Record MQT in the training folder.

5.3. MQT Sorties. Log MQT sorties as mission support sorties. MQT sorties will meet quarterly sortie and event requirements during the quarter in which they are flown. After successfully completing all MQT requirements, the new IP will be certified as a mission ready (MR) instructor by the SQ commander.

5.4. MQT Waivers. For IPs completing PIT and remaining at the base where they receive PIT, MQT is waived if the SQ commander certifies the IPs as MR. Additional sorties and requirements to become MR are at the discretion of the SQ commander.

5.5. Responsibilities:

5.5.1. The SQ commander will:

5.5.1.1. Brief new IPs on their instructor responsibilities prior to their accomplishing any student training. **NOTE:** The SQ DO may conduct this briefing if the SQ commander is not available.

5.5.1.2. Review completed MQT folders and certify squadron IPs as MR.

5.5.1.3. Fly a sortie with the new IP in the MQT program. (**NOTE:** The SQ DO or assistant DO (ADO) may fly this sortie if the SQ commander is not available.) The SQ commander will discuss policies, techniques, and grading practices in conjunction with this sortie. He or she will document any deviations and identify emphasis areas in the IP's training folder.

5.5.2. The SQ DO or ADO will:

5.5.2.1. Review completed MQT folders prior to the SQ commander's review.

5.5.2.2. Fly a sortie with the new IP in the MQT program if the SQ commander is not available. Discuss policies, techniques, and grading practices in conjunction with this sortie.

5.5.3. The flight commander will:

5.5.3.1. Supervise overall scheduling, training, and progress of the flight MQT program. On a case-by-case basis, add additional training sorties tailored to correct the new IP's deficiencies (or emphasis areas), if required.

5.5.3.2. Brief the new IP on the flight's policies, techniques, grading practices, and any other applicable items before the new IP conducts student training.

5.5.3.3. Fly a sortie with the new IP during MQT.

5.5.3.4. Certify that the new IP has completed all the requirements to be declared MR.

5.5.4. The SQ or flight training officer will:

5.5.4.1. Maintain MQT folders in the flight. Secure, electronically generated training folders may be used.

5.5.4.2. Inspect MQT folders on IPs who have completed the MQT program and forward the folders to the SQ commander (through the flight commander and SQ DO) for certification of MR status. Keep completed MQT records in each IP's CT folder.

5.5.4.3. Establish a system for monitoring and planning MQT with the flight. After approval by the flight commander, ensure the flight scheduler requests the sorties required to meet the flight's MQT requirements.

5.5.5. The new instructor will obtain the necessary briefings before starting MQT.

5.6. Buddy IP (BIP) Program. The AETC BIP program formalizes and standardizes the training a new IP accomplishes from PIT graduation to being designated "experienced." This program applies to JSUPT and Euro-NATO joint jet pilot training (ENJJPT) undergraduate flying training units.

5.6.1. BIP Program Administration. Following MQT, each new IP will be assigned to a highly qualified BIP who monitors the new IP's performance and provides guidance in all areas of job requirements until the new IP has instructed through each category of training. Due to different experiences of new IPs however, two different BIP courses are available—long and short. The BIP short program is for new IPs with previous instructor experience or extensive major weapon system (MWS) experience. The BIP long program expands on the short program and is mandatory for FAIPs and recommended for individuals who have not instructed or have limited MWS experience. SQ commanders will designate which program new IPs enter based on their PIT performance, MQT, and previous experience. The training prescribed in the following paragraphs is the minimum required. SQ commanders should tailor each individual's BIP program and provide additional training as required. Key wing personnel (WG commanders, vice WG commanders, OG commanders, and deputy OG commanders) are exempt from this program.

5.6.2. Responsibilities:

5.6.2.1. The SQ commander will:

5.6.2.1.1. Set SQ BIP policies and guidance.

5.6.2.1.2. Brief new IPs on BIP policies and responsibilities prior to the new IP flying with students. The SQ DO may conduct this briefing in the absence of the SQ commander.

5.6.2.1.3. Review completed BIP documentation and certify new IPs have completed the BIP program.

5.6.2.2. The SQ DO or ADO will:

5.6.2.2.1. Monitor all aspects of the BIP program.

5.6.2.2.2. Chair a monthly CT meeting for IPs in the BIP program. The regularly scheduled quarterly CT meeting fulfills the requirement for that month's meeting.

5.6.2.2.3. Review completed BIP documentation prior to the SQ commander's review.

5.6.2.3. The flight commander will:

5.6.2.3.1. Supervise overall scheduling, training, and progress of the flight BIP program.

5.6.2.3.2. Recommend an individually tailored BIP training program to the SQ commander based on the new IP's past performance and experience.

5.6.2.3.3. Brief new IPs on flight policies, techniques, grading practices, and other applicable topics prior to the new IP conducting student training. The assistant flight commander may conduct this briefing in the absence of the flight commander.

5.6.2.3.4. Fly at least one sortie with each new IP in the BIP program. The assistant flight commander may fly this sortie in the absence of the flight commander.

5.6.2.3.5. Verify that new IPs have met all BIP requirements before sending documentation up the chain of command for review.

5.6.2.4. The flight training officer will:

5.6.2.4.1. Maintain all BIP documentation in a BIP folder and forward it to the SQ training officer for review once a month as a minimum.

5.6.2.4.2. Inspect BIP documentation on new IPs who have completed the BIP program and forward the paperwork through the flight commander to the SQ DO.

5.6.2.4.3. Ensure the flight scheduler requests sorties required to meet BIP requirements.

5.6.3. BIP Long Program. This program should last approximately 3 to 6 months (minimum of 3 months). New instructors will accomplish training requirements listed in paragraphs **5.6.3.1.**, **5.6.3.2.**, and **5.6.3.3.** Briefings accomplished during MQT may be used to fulfill these requirements.

5.6.3.1. Ground Training. Ground training consists of the following:

5.6.3.1.1. Squadron policies briefing (before flying with students).

5.6.3.1.2. BIP briefing (before flying with students).

5.6.3.1.3. Instructor responsibilities briefing (before flying with students).

5.6.3.1.4. Commander Review (CR) or Commander Awareness Program (CAP) briefing.

5.6.3.1.5. Grading practices briefing.

5.6.3.1.6. Merit Assignment Selection System (MASS) briefing.

5.6.3.1.7. CT requirements briefing.

5.6.3.1.8. Scheduling briefing.

5.6.3.1.9. Time Related Instruction Management (TRIM), Training Integration Management System (TIMS), and Training Management System (TMS) briefing.

- 5.6.3.1.10. Gradebook briefing.
- 5.6.3.1.11. Flying safety briefing.
- 5.6.3.1.12. Stan/eval briefing.
- 5.6.3.1.13. Check section briefing.
- 5.6.3.1.14. Monitoring a check flight ground evaluation.
- 5.6.3.1.15. Runway supervisory unit (RSU) briefing.
- 5.6.3.1.16. Monitoring an RSU tour of duty.
- 5.6.3.1.17. EP or CRM simulator with CSI.
- 5.6.3.1.18. Graduation evaluation program briefing.
- 5.6.3.1.19. Open book syllabus test (locally generated).
- 5.6.3.1.20. Open book course training standards (CTS) test (locally generated).

5.6.3.2. Flying Training. The flying training portion of the BIP program consists of two different kinds of sorties (BIP sorties and sponsor sorties).

5.6.3.2.1. BIP Sorties. BIP sorties are those flown by the BIP with the new IP. All BIP sorties will be flown with the assigned BIP, flight unit stan/eval monitor (USEM), or any supervisor (assistant flight commander or above) in the new IP's chain of command. The objective of these flights is to further develop the new IP's flying proficiency and instructional techniques. On each BIP sortie, the BIP will discuss instructional techniques, planning profiles, student progress, grading practices, local flying policies, common student errors, and possible pitfalls the new IP should avoid. Document these sorties in the new IP's BIP record. At least one BIP sortie will be flown in each of the following categories of training:

- 5.6.3.2.1.1. Contact.
- 5.6.3.2.1.2. Formation.
- 5.6.3.2.1.3. Instrument and navigation out and back. (Stress instrument flight rules [IFR]/visual flight rules [VFR] procedures.)
- 5.6.3.2.1.4. Low-level (may be flown as one leg of the out and back).

5.6.3.2.2. Sponsor Sorties. The BIP, flight USEM, or any supervisor (assistant flight commander or above) in the new IP's chain of command flies sponsor sorties with the new IP's students to ensure they are being taught proper techniques. New IPs will fly a series of sorties (for example, three contact, two instruments, three formation) with the same student, after which the BIP will fly with that student. The BIP will provide feedback to the new IP (within 2 work-days) on instructional techniques and grading practices. All sponsor sorties and debriefings will be documented in the new IP's BIP training record.

5.6.3.3. Initial Student Sorties. Before the new instructor flies any pre-solo student sorties, the IP will complete a minimum of three sorties with a post-solo student (in any phase of training). Document these sorties in the IP's BIP record.

5.6.3.4. Student Solo. Prior to the new IP soloing his or her first student, someone in the BIP chain of command will fly one of the last four sorties before the student's initial solo. This sortie will not be the last sortie prior to initial solo. Document this sortie in the IP's BIP record.

5.6.4. BIP Short Program. The BIP short program lasts approximately 1 to 3 months and is designed for the new IP who has come from an MWS with previous instructor experience. After MQT and prior to accomplishing any student sorties, the new IP will obtain a briefing from the SQ commander on his or her instructor responsibilities. During the briefing, the SQ commander signs the new IP's letter of appointment and BIP track letter. In the SQ commander's absence, the SQ DO will accomplish this brief.

5.6.4.1. Ground Training. New instructors will accomplish the same ground training requirements listed in the BIP long program (paragraph 5.6.3.1.).

5.6.4.2. Flying Training. The flying training portion of the BIP program also consists of two different kinds of sorties (BIP sorties and sponsor sorties).

5.6.4.2.1. BIP Sorties. BIP sorties are those flown by the BIP with the new IP. All BIP sorties will be flown with the assigned BIP, flight USEM, or any supervisor (assistant flight commander or above) in the new IP's chain of command. The objective of these flights is to further develop the new IP's flying proficiency and instructional techniques. At least one BIP sortie will be flown. It can be in any category of training (for example, contact, instruments, formation, and navigation). On the BIP sortie, the BIP will discuss instructional techniques, planning profiles, student progress, grading practices, possible pitfalls the new IP should avoid, local flying policies, and common student errors. All sorties and debriefings will be documented in the new IP's BIP record.

5.6.4.2.2. Sponsor Sorties. The BIP, flight USEM, or any supervisor (assistant flight commander or above) in the new IP's chain of command flies sponsor sorties with the new IP's students to ensure students are being taught proper techniques. At least one sponsor sortie will be flown (in any category of training) after the student has had sufficient exposure to be influenced by the new IP's techniques. All sorties and debriefings will be documented in the new IP's BIP record.

5.6.4.3. Initial Student Sorties. Before the new instructor flies any pre-solo student sorties, the IP will complete a minimum of three sorties with a post-solo student (in any phase of training). All sorties and debriefings will be documented in the new IP's BIP record.

5.6.4.4. Student Solo. Prior to the new IP soloing his or her first student, someone in the BIP chain of command will fly one of the last four sorties before the student's initial solo. This sortie will not be the last sortie prior to initial solo. Document this sortie in the IP's BIP record.

5.6.5. BIP Program Complete. After completion of all of the ground and flying training events, the SQ commander will certify program completion. BIP training records will be placed in the IP's training folder.

5.7. Night Qualification. Night qualification consists of one night IP sortie and spatial disorientation training accomplished in the vertigon or barany chair. This training will be accomplished before the first night student sortie. Spatial disorientation training accomplished in conjunction with the pilot's most recent physiological training will satisfy this requirement. The night IP sortie will be an instrument or contact sortie emphasizing spatial disorientation, night instruments, local area and traffic pattern proce-

dures, and visual references. At least three satisfactory night landings must be accomplished on these sorties.

5.7.1. Night Sortie Credit. To obtain night sortie credit, fly a portion of the sortie during the period of darkness. Darkness is defined as that period from 30 minutes after sunset to 30 minutes before sunrise.

5.7.2. Night Landings. Night landings required to gain initial night qualification will be accomplished between 30 minutes after official sunset and 30 minutes before official sunrise. Log all landings accomplished between official sunset and official sunrise as night landings on AFTO Form 781, **AFORMS Aircrew/Mission Flight Data Document**. Supervisors must ensure night qualification landings are accomplished as outlined in paragraph [5.7](#).

5.7.3. Night Sortie Qualifications. IPs who are not night qualified will not fly night instructional sorties with JSUPT or ENJJPT students.

5.7.4. Documentation. Record night qualification training on AF Form 4061. Maintain this record in the training folder.

5.8. Adopted Forms. AF Form 8, **Certificate of Aircrew Qualification**; AF Form 847, **Recommendation for Change of Publication**; AF Form 4061 **Record of Training**; AFTO Form 781, **AFORMS Aircrew/Mission Flight Data Document**; and AETC Form 25C, **Functional Check Flight Standardization Record T-37 Aircraft**; AETC Form 202, **Aircraft Functional Check Flight Record**; and AETC Form 203, **Aircraft Functional Check Flight Log & Flight Order**.

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DCS/Air & Space Operations

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Executive Order 9397, *Numbering System for Federal Accounts Relating to Individual Persons*, November 22, 1943

Title 37, United States Code, Section 301a

Public Law 92-204, Section 715, *Appropriations Act for 1972*, December 18, 1971

Public Law 93-294, *Aviation Career Incentives Act of 1974*, May 31, 1974

Public Law 93-570, *Continuing Appropriations*, 1975, February 25, 1975

DoDD 7730.57, *Aviation Career Incentive Act and Required Annual Report*, February 5, 1976

AFTTP 3-1, *Mission Employment*

AFPD 11-2, *Aircraft Rules and Procedures*

AFI 11-2T-37, Volume 2, *T-37B Aircrew Evaluation Criteria*

AFI 11-2T-37, Volume 3, *T-37 Operations Procedures*

AFI 11-202, Volume 1, *Aircrew Training*

AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*

AFMAN 11-210, Volume 1, *Instrument Refresher Course (IRC) Program*

AFI 11-218, *Aircraft Operation and Movement on the Ground*

AFI 11-290, *Cockpit/Crew Resource Management Training Program*

AFI 11-301, *Aircrew Life Support (ALS) Program*

AFI 11-401, *Flight Management*

AFI 11-403, *Aerospace Physiological Training Program*

AFI 13-201, *Air Force Airspace Management*

AFI 33-360, Volume 1, *Publications Management Program*

AFI 36-2201, *Developing, Managing, and Conducting Training*

AFI 36-2209, *Survival and Code of Conduct Training*

AFI 36-2238, *Self-Aid and Buddy Care Training*

AFPD 36-27, *Social Actions*

AFMAN 37-139, *Records Disposition Schedule*

AFI 51-401, *Training and Reporting to Ensure Compliance with the Law of Armed Conflict*

AFPD 51-4, *Compliance with the Law of Armed Conflict*

AFPD 51-9, *Civil Law for Individuals*

AFI 71-101, Volume 1, *Criminal Investigations*

AFI 91-202, *The US Air Force Mishap Prevention Program*

AFI 91-301, *Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH) Program*

AETCMAN 3-3, Volume 2, *Mission Employment—Primary Flying, T-37B* (projected to be AFMAN 11-2XX, Volume 2)

AETCI 11-301, *AETC Aircrew Life Support (ALS) Program*

T.O. 1-1-300, *Acceptance/Functional Check Flights and Maintenance Operational Checks*

T.O. 1T-37-6CF-1, *Functional Check Flight Procedures*

Abbreviations and Acronyms

ADO—assistant operations officer

AFORMS—Air Force Operations Resource Management System

API—aircrew position indicator

BIP—buddy instructor pilot

CAF—combat air force

CAP—commander awareness program

CBT—computer-based training

CC—commander

CFC—Combined Federal Campaign

COMSEC—communications security

CR—commander review

CRM—cockpit/crew resource management

CSI—certified simulator instructor

CT—continuation training

CTS—course training standard

DNIF—duty not involving flying

DO—operations officer

ENJJPT—Euro-NATO joint jet pilot training

EP—emergency procedure

EPE—emergency procedure evaluation

FAIP—first assignment instructor pilot

FCF—functional check flight

FCIF—flight crew information file

FE—flight examiner

FEB—flying evaluation board

FL—flight lead

FOD—foreign object damage

FP—first pilot

FS—flight surgeon

FSO—flying safety officer

FTU—formal training unit

HHQ—higher headquarters

IAW—in accordance with

IDEA—innovative development through employee awareness

IFF—identification, friend or foe

IFR—instrument flight rules

IP—instructor pilot

IQT—initial qualification training

IRC—instrument refresher course

JSUPT—joint specialized undergraduate pilot training

LOAC—law of armed conflict

MAJCOM—major command

MASS—Merit Assignment Selection System

MDS—mission design series

MQF—master question file

MQT—mission qualification training

MR—mission ready

MWS—major weapon system

NG—no grade

OG—operations group

OIF—operational information file

OPR—office of primary responsibility

OPSEC—operations security

PIT—pilot instructor training

PQI—professional quality index

RSU—runway supervisory unit

SE—single engine

SELO—standardization/evaluation liaison officer

SOF—supervisor of flying

SQ—squadron

SUPT—specialized undergraduate pilot training

stan/eval—standardization/evaluation

TDY—temporary duty

TIMS—Training Integration Management System

TMS—Training Management System

TRIM—Time Related Instruction Management

UMD—unit manning document

USEM—unit stan/eval monitor

VFR—visual flight rules

VMC—visual meteorological conditions

WG—wing

Terms

Continuation Training (CT)—Training to maintain proficiency and improve aircrew capabilities to perform unit missions and aircrew proficiency sorties not flown in formal syllabus missions, tests, or evaluations. Applicable to mission ready and mission support aircrews.

Currency—The minimum proficiency required to perform an event or sortie safely.

Experienced Pilots—T-37B pilots who have been certified as MR and have 150 rated hours primary flight time in the aircraft and 600 hours total rated time or 250 rated hours in the aircraft and 450 hours total rated time will be designated experienced after SQ commander certification. The WG commander, vice WG commander, OG commander, deputy OG commander, SQ commander, and SQ operations officer are designated as experienced pilots for the purposes of this instruction.

Flight Lead (FL)—As designated on flight orders, the individual responsible for overall conduct of mission from preflight preparation and briefing to postflight debriefing, regardless of actual position within the formation.

Inexperienced Pilots—Pilots who do not meet the hour requirements required for experienced pilots or do not receive SQ commander certification will be designated as inexperienced.

Initial Qualification—An aircrew member engaged in training needed to qualify for basic aircrew duties in an assigned position for a specific aircraft, without regard for the unit's operational mission.

Initial Qualification Training (IQT)—Training to qualify the aircrew in basic aircraft flying duties

without specific regard to the unit's operational mission. The minimum requirement for mission support status.

Mission Qualification—An aircrew member engaged in training to qualify in an assigned aircrew position to perform the command or unit mission.

Office of Primary Responsibility (OPR)—Any headquarters, agency, or activity having the primary functional interest in, and responsibility for, a specific action, project, plan, program, or problem.

Professional Qualification Index (PQI)—AFI 11-401 index used to identify aircrews who fail to complete basic training minimums and requirements that have not been waived.

Proficiency—Demonstrated ability to successfully accomplish tasked event safely and effectively.